

APPROVED OCTOBER 7, 2009

At 7:00 PM Chairman Charles Kimball called the meeting to order. Budget Committee members present were Charles Kimball, Andy Kohlhofer, Michael Nygren, Sue D'Eon, Laurie Leveille, Selectman Donald Gates, Jr. and Selectman Greta St. Germain, School Board Member Peg Pinkham, Town Administrator Heidi Carlson, and Recording Secretary Jeanne Nygren.

Gates had St. Germain come to the table to represent the Selectmen's Office as they are switching positions as Gates is leaving next year.

A motion to approve the minutes of the September 16, 2009 meeting was made by Nygren. This was seconded by Kohlhofer with two corrections made as noted. All were in favor 7-0.

Carlson handed out sheets with the answer to the questions the Budget Committee had at last weeks (September 16) meeting. These answers are as follows:

Planning & Zoning

Work Force Housing, also called Inclusionary Housing, is being undertaken in three steps:

1. Build-out analysis – This is currently ongoing. It has been funded through a NH DOT CTAP grant of \$10,000 allocated to Fremont.
2. Housing Chapter of the Master Plan – CTAP Phase I Discretionary Funds \$5,000 grant. This will begin when the build-out is done.
3. Inclusionary Housing Ordinance – CTAP Discretionary Funds grant \$5,000.

The process is taking place in steps, but a review of the Statute has given the Planning Board some additional information to meet the criteria in time for the NH Statute deadline of January 10, 2010. In working with the Rockingham Planning Commission, they are undertaking an audit of existing housing stock to determine compliance with the Statute (NH RSA 674:58). This is an alternative approach to the process.

Attached is a memo prepared by their new Circuit Rider Planner, which they shared with me (Carlson) last night when I went down to their meeting.

Grant funding (local CTAP money, NH CTAP money, and Rockingham Planning Commission grants) depend on timing and availability, depending on when each step gets completed.

With regard to the specific projects highlighted for 2010 to be spent from the Professional Services line, they indicated that they will continue to work on ordinance and regulation updates, and take advantage of grants which may become available. They are planning to do the CIP work in house, and some tasks may be funded from that line as well.

There is an Open Space Plan being written at the present time, also funded through CTAP Grant funds of \$10,000. This will look at open space throughout Fremont.

Election & Registration

The Town Clerk indicates that most, if not all, of the recent (past 2-3 years) voting requirements changes were related to the "Help America Vote Act" or HAVA, which is Federal Legislation.

She highlighted additional signage, which is replaced and supplemented on a regular basis. There are signs to assist voters in the "flow" of traffic, both vehicles in the parking lot; and pedestrians accessing into and through the polling location. "VOTE HERE" and interior directional information continues to be updated.

The voting machine is "Accu-Vote" and the contract for service as well as all of the programming is done by LHS Associates in Methuen MA.

Fire Rescue Department

The points / LOSAP line item appropriation includes the following components:

\$33,125 Points Allocation
 \$28,700 LOSAP Allocation
 \$2,100 Officer Stipends
 \$2,900 Coordinator Stipends
Total \$66,525

\$33,125 Points Allocation

Annual Point Plan year is annually 01 November to 31 October. At the end of the cycle, all of the points accumulated for emergency calls, meetings, and trainings is divided into the \$30,000 pool of funds, giving each point a dollar value. Your eligible points times that dollar value is your stipend for the year. These checks are processed in late November annually, to be ready for the Department annual holiday gathering in early December.

\$28,700 LOSAP Allocation

Data on LOSAP in recent years

Year of Program	Eligible Members	Eligible who met criteria	Total \$ value of award	\$2,500 Award	\$2,000 Award	\$1,500 Award	\$1,000 Award
2008	16	10	\$16,500	2	1	5	2
2007	16	12	\$17,000			10	2
2006	16	11	\$15,000			8	3
2005	16	8	\$12,500			7	1
2004	15	10	\$14,000			8	2
2003	15	10	\$13,500			8	2

There is a detailed plan outlining all information, criteria and rules for the administration of the Points and LOSAP allocations.

Department Members must have met the following criteria to be eligible for LOSAP payout:

50% participation in all regularly scheduled monthly Department meetings
 50% participation in all regularly scheduled Department training meetings
 25% participation in all toned incident response
 3 years of active service in the plan
 Be less than 61 years of age
 Be certified as Firefighter I (\$1,000) or Firefighter II (\$1,500)
 Be certified as a First Responder (\$500) EMT-B (\$1,000) or EMT-I (\$1,500)

\$2,100 Officer Stipends

Deputies 3 at \$300
 Fire Captains 3 at \$200
 EMS Captain 1 at \$300

Fire Lieutenants 3 at \$100

These are all who are officers; some may not meet criteria to get the stipend

Officer Members must have met the following criteria to participate in the Officer Stipend:

- 50% participation in all regularly scheduled Officer's meeting
- 50% participation in all regularly scheduled monthly Department meetings
- 50% participation in all regularly scheduled Department training meetings
- 25% participation in all toned incident response

\$2,900 Coordinator Stipends

\$300 Fire Training Coordinator

\$150 EMS Training Coordinator

\$500 NFIRS and Points Administration and Reporting

\$500 SCBA Maintenance Coordinator

\$500 EMS Points Administration and State Reporting

\$200 EMS Oxygen Coordinator

\$500 EMS Medical Equipment Coordinator

\$250 EMS Truck & Equipment

Carlson asked the Committee to take a few minutes to review these answers and asked if there were any other questions. With no further questions Carlson proceed to go into budgets to present tonight to the Budget Committee.

4442 DIRECT ASSISTANCE

The Assistance budgeted is based on 24 cases at an average of \$500-700 per case. The total request is \$19,600 in Direct Assistance payments. Funds include all statutory payments for housing, food, medical, fuel, and utilities. Of the total request \$300 is for overall administration.

\$300 is budgeted for food vouchers, to purchase small amount (usually \$20 or \$25 each) food gift cards to have on hand (charged back to a particular case as applicable); for emergency situations, walk-ins, and to supplement the non-perishables and dry goods available through the Town's Food Pantry. These are used while Food Stamps applications to NH DHHS are pending, or in an emergency situation. There is \$200 budgeted for gas vouchers, used in much the same way. This would be issued to allow someone to purchase gas to get to the unemployment office, DHHS office, or another place where they are needed to apply for benefits.

We added a new line in 2008, #060 for Oil. We were fortunate to pre-buy some gallons with the Town's contract price. These pre-paid gallons are used as needed, with some reserve for oil which must be purchased from other vendors. Including this in the Town's bid pricing has been done for several years, and beginning in 2008 we had an opportunity to pre-pay for half the gallon cost, and the balance would be charged out to each case as it is used. This will hopefully help with the fluctuating cost of fuel oil.

There is \$300 budgeted for Administration. Administrative funds cover the cost of the Welfare Director's annual membership in the NH Local Welfare Administrator's Association (\$30); monthly training meetings (attend 3-4 annually depending on scheduling); minor office supply expenses such as paper, stamps, and file folders. This line also covers mileage as needed to training or home visits if necessary.

Given economic predictions and current status of cases, this budget is hoped to be sufficient. The Town is obligated by statute to provide assistance to the needy. If the welfare budget in any given year was not sufficient to meet the statutory obligations, it would have to be taken from another line item. (You can not refuse to pay statutory welfare expenses because you "don't have any budget money left.")

Reductions in social service programs continue, including fuel assistance, currently used by many Fremont clients. We work hard with the outside social service agencies to help reduce the local burden, as well as get as much assistance to those in need as are eligible. We find many people still unemployed and working their way through that assistance system as well.

Fuel Assistance has already begun taking applications; earlier than normal, but grants do not become available until after December 1st. Heating needs prior to grant funds available have already become Town expenses when there are no other alternative resources available.

The difficult economy continues to affect the need for local assistance. Cuts in many state and federal programs are also felt on the local level, as we are where the “buck stops.”

TOTAL REQUEST DIRECT ASSISTANCE \$ 19,900

Excerpt from Selectmen’s Meeting Minutes of 09/10/2009:

There was discussion about the Town’s Welfare guidelines and the application process for local assistance. There was discussion about State and Federal cuts that are reducing the amount of aid available from other outside agencies.

St Germain moved to recommend \$19,900 for Direct Assistance. Hunter seconded and the vote was unanimously approved 3-0.

TOTAL SELECTMEN’S RECOMMENDATION \$ 19,900

Ida Keane, School Board Member came into the meeting at 7:10 PM.

Kohlhofer stated they haven’t spent their budget to date. Carlson said she had four intakes today alone. Not all intakes become welfare cases and sometimes she just helps to cover the family’s immediate needs. She looks at the guidelines and decides what help is necessary to assist people. Sometimes just a food card will suffice to get people through until other assistance becomes available. The outside help includes food stamps, fuel assistance, medication sites, etc. Local assistance is only minimal help and not considered to be a long range program. Local welfare can sometimes help if they get eviction notices or utility shut off notices. There is a lot of criteria with income that has to be provided with receipts by the applicants. Pinkham said there might be more help for families that apply for lunch help and the money is there to benefit the families through the School. Carlson said there is money for food and gas vouchers and pre paid oil. The application process is 6-7 pages of documented information that needs to be provided including work history, all income of members of household and their bills and output of spending of their money. There is less State and outside funds available. Some people have been able to get help on foreclosures with the stimulus package. Leveille asked are there a lot of people from Town that come to her. Carlson said there are quite a few and so far this year she has had 15 active cases. CAP has helped with payment disconnect for one person that needed help in Town. Carlson continued that have acquired prepaid oil with our contracted company that will deliver 100 gallons if we need it to qualified people.

Kohlhofer didn’t have any further questions regarding this budget and went on to the next budget.

4711 DEBT SERVICE

4711-001 Principal on Long Term Bonds

\$ 135,000

Library \$50,000

Safety Complex \$45,000

Glen Oakes Land \$40,000

4721 DEBT SERVICE

4721-001 Interest on Long Term Bonds

\$ 76,726

Payment #13 on the 20 year bond for the Safety Complex \$18,698

Payment #9 on the 20 year Library bond \$28,338

Payment #5 on the Glen Oakes land \$29,690

Interest payments are due on 02/15 and 08/15. The principal payment is due annually with the August interest payment. Principal and interest payments are on bonds that are already approved.

Carlson will have a spreadsheet on the TANs after the Selectmen review it. Kohlhofer noted on the 4723 line item on the TAN that the amount is going up and that it has almost doubled. Carlson said they are talking about twice a year tax billing to save on interest. The Public Hearing is tomorrow night regarding twice a year taxes. Kohlhofer said that at the meeting yesterday the State budget fiscal year starts on July 1st. Carlson said in the first year you have to look into 18 months and will need to do a bond for that to get started on the twice a year program. This conversion will need to be done on January 1st to June 30th of the following year. Pinkham asked has there been any feedback. Carlson hasn't heard anything as of yet.

Kohlhofer asked about the difference in 2008 on the interest. Carlson said the Treasurer pays off as soon as money is available. The 2009 TAN borrowing set up is different than it has been in the past with the new changes in the bank rules.

Kohlhofer asked if this would not be included in the default budget. Carlson said the amount is higher than last year's budget because that is where they put additional money because it would be safe there.

Carlson had three or four more department budgets that they could go through tonight and she passed them out.

4152 REAPPRAISAL OF PROPERTY

001 Appraisal Services

\$36,675

Town's contract with MRI for all updates, including annual pick-ups, new construction, current use change taxes, building permit, Assessor's process abatements, land use change taxes, help with taxpayer inquiries, etc. The Town entered a multi-year contract in 2006 to balance costs out over the next several years, based on annual funding with CPI increases annually. (Estimate 5% increase for 2010) (04/01/09 contract price \$35,350; 04/10/09 contract price estimate \$36,675). We have removed the allowance for appeals beyond the local level (BTLA) budgeted at 5 hours at \$150 per hour \$750; and mileage at \$20/month as it is anticipated that MRI work load and duties shifts given the planned recertification. In 2009 there have been four cases thus far which have gone to the BTLA level.

002 Map Corrections & Updates

\$ 2,500

Includes all map updates and map printing services. Tax mapper does April 1 updates annually and reprints map sets as needed/required. He also does all deed reviews monthly for updates and corrections needed to maps, adding all new lots and lot line adjustments. Cost of maps has increased to include

color-coding zones as created by Town Meeting zoning amendments; but overall cost is down due to reduction in the amount of development and number of new subdivisions.

003 Assessing Supplies**\$ 500**

Cost of supplies needed for the assessing computer setups, including paper, toner cartridges, backup tapes and disks.

010 Utility Valuation Update**\$ 3,500**

Annual maintenance of utility valuations by contracted engineer/utility assessor George Sansoucy LLC, includes assistance to Town with new properties and abatement requests on these utility properties. Contract agreement with George Sansoucy LLC for these services annually. * Additional funds for the recertification updates are included in the Recertification Warrant Article.

026 Computer Equipment & Software**\$ 6,700**

Support contract with Vision Appraisal renewable in August annually. The 2008 full year cost for software maintenance is \$4,500; and includes all software updates, maintenance, and training. The cost to have Vision continue to host Fremont's data on the web, is \$2,200 annually. We have found this well-received by residents and think it is a good idea to maintain it. For that sum, we will download updates (monthly) and Vision hosts the site as available for anyone searching the web. Anticipating that given large increase in 2009, no increase for 2010. Rates become available in mid-October for the following year.

035 Dues**\$ 20**

Annual membership fee NH Association of Assessing Officials (required by Statute)

TOTAL REQUEST REAPPRAISAL OF PROPERTY \$ 49,895

Excerpt from Board of Selectmen meeting from DRAFT September 19, 2009 minutes. There was little discussion on this matter. St Germain had also submitted her comments that she was all set with this as proposed.

Motion was made by Hunter to recommend \$49,895 for Reappraisal of Property. Gates seconded and the vote was unanimously approved 2-0.

TOTAL SELECTMEN'S RECOMMENDATION \$ 49,895

Carlson stated that we are working toward doing a recertification process next year so we don't get ordered by the State and this budget takes into consideration doing that. A Warrant Article has to be done to take funds out of Capitol Reserve. When looking at the revised pricing she doesn't think there is enough money to do this. Carlson got an estimate of \$70,000, \$65,000 for Vision part and \$5,000 for utilities in 2009. We can use the same number, but need to increase a little due to parcels and the utilities are up. Kohlhofer said no money was put into Capitol Reserve last year and nothing was appropriated out of this fund and we will need a special Town meeting. Carlson said they got a lot of legal advice and the Selectmen have talked about it and feel that this would be more confusing for people. Carlson is writing articles in the newsletters, and with two public hearings, she hopes this will cover and they will get the vote they need. Pinkham asked is there a way on the day of election to pull it out as a separate vote for people to read to understand this article better. Carlson said they could not do this.

Kohlhofer said if we go default again what will happen? Will we need to move money from other line items? Carlson said no, DRA will add it into the tax rate when the rate is set. They will automatically add on \$85,000 to \$90,000 due to legal costs. Nygren asked if this would be a 1.5% increase. Carlson said the only increases you can pass are on contractual items. Pinkham asked has this happened in other Towns. Carlson said yes, it did in East Kingston. If the Warrant Article doesn't pass Carlson feels DRA will be

right there after Deliberative Session to petition the BTLA for an order to do it. Gates asked on the reevaluation if it is voted down again this year, after Town meeting can you then have a special Town meeting on the urgency of this matter. Carlson said you have to have a Deliberative Session and then have a ballot vote.

St. Germain asked if they order us to do that and not take the money out of the Reserve Fund, does the whole amount get passed onto the tax payer. Carlson said the whole amount would be added to the tax rate and she believes the money already in the Reserve Fund stays there.

Carlson said the Selectmen's Office has already done the Veterans and Elderly exemption recertification updates. Carlson said the current use still has to be done. There is an increase in the number of people appealing abatements to the State Board of Land and Tax Appeal level if they don't like the local Assessor's decision. Nygren asked on the appeals and if there is an error found, why do we pay for this. Carlson said most was done by Vision in 2005 and that is an independent company, not the assessors who are from MRI.

4153 JUDICIAL AND LEGAL EXPENSES

001 Legal Services

\$ 15,000

Line item includes all legal assistance and advice, the majority of which are planning and zoning issues. During 2009, two junk situations were litigated. One has been completed to resolution, the second is still pending.

The Town has had to seek additional counsel regarding the Police Union and filings with the NH Public Employees Labor Relations Board (PELRB). This is anticipated to be an ongoing area where counsel is needed.

Includes legal review of contracts, agreements, etc as needed through the year, Annual Town Meeting / Warrant review and assistance, and questions that arise. Review of proposed zoning changes.

All Tax Anticipation Note matters must be reviewed by legal counsel.

In 2009 after discussion, some additional money from operating budgets funded at the default level, was located within the Legal Services expense budget as a place for safekeeping, where it would not be spent unless absolutely necessary. This request remains the same as the request made for the last several years.

TOTAL REQ \$15,000

Excerpt from Board of Selectmen Meeting DRAFT Minutes 09/17/09

The Board reviewed the difference in the default budget, which is due to reallocation of the bottom line budget vote for 2009. It is anticipated that if the default budget moves ahead to 2010, that the individual department lines will again be reviewed for comparison to the request for 2010, 2009, and what was actually spent in 2009 and a similar reallocation would be done at that time.

It is noted that St Germain indicates she is all set with this line item as proposed. Motion was made by Hunter to recommend \$15,000 for Judicial & Legal expenses. Gates seconded and the vote was unanimously approved 2-0.

TOTAL SELECTMEN'S RECOMMENDATION \$ 15,000

This line total is unchanged from the request last year. Kohlhofer asked why it went up so high. Carlson said they allocated more money there to cover upcoming expenses. Carlson said this line covers such

items as the Police Union, Zoning, junk yard, cease and desist, TAN reviews, legal cases among owners and the Town named as an additional party and a couple of employee matters.

4195 CEMETERIES

001 Mowing Wages**\$ 5,700**

Care of cemeteries is paid hourly (Main Street, Leavitt, South Road) averages approximately 20 hours per week, for cutting grass and raking leaves. There are still some added hours for work on the new sections of the Leavitt Road Cemetery included here.

002 Fuel**\$ 400**

For lawnmowers and trimmers, increased \$200 due to anticipated cost increases in fuel.

004 Mower & Equipment Repairs / Replacement**\$ 1,000**

Repairs and maintenance as needed to mowers, trimmers, and well pumps (includes blades and oil changes, etc)

006 Equipment Hire**\$ 5,400**

This line item contains funding for tree work (maintenance and removal of some large trees for safety reasons in the cemeteries). It is planned that work will continue on the expansion at Leavitt Cemetery. This includes additional side roads to build on the layout, and be able to mark out additional burial sites. Dick Rand donated a water pump to fix one of the problems with water at the Village Cemetery, but it still needs additional parts and installation. Future consideration is also needed for water at Leavitt Cemetery.

030 Loam Seed & Fertilizer**\$ 500**

Maintenance items, replacement seed, loam, and fertilizer as needed.

035 Cemetery Maintenance (Contracted)**\$ 150**

Annual care of Pettengil Cemetery, paid out as a one time stipend at year end.

040 Trustees Stipend**\$ 450**

This covers an annual stipend of \$150 per Cemetery Trustee near year end. The Town currently has three Cemetery Trustees who oversee the Cemetery operations.

102 Electricity**\$ 384**

Includes two meters (one at the Old Meetinghouse) and minimal usage averaging \$32 per month. Trustees had recommended no change here, but current data compiled indicates the cost is up slightly per month for these meters.

TOTAL REQUEST CEMETERIES \$13,984

REVENUES: \$3,600 from Trust Funds/Perpetual Care for annual maintenance cost offset

Excerpt from Selectmen's Meeting Minutes DRAFT 09/17/2009:

St Germain's notes indicate she would like the Board to consider lowering the mower and equipment repair line to \$750 and the equipment hire line to \$2,400. Selectmen discussed the possible rationale for this.

Hunter and Gates said they were both comfortable with the request as made. Motion was made Gates and seconded by Hunter to recommend \$13,984 for Cemeteries. The vote was unanimously approved 2-0.

TOTAL SELECTMEN'S RECOMMENDATION \$13,984

Carlson stated this budget is unchanged from 2009 except for fuel is \$200 more and electricity was increased to \$24.00 over last year. Kohlhofer said they never spent the wage line and asked if they had raises. Carlson said nothing since 2008 which was cost of living. Nygren asked about the road at Leavitt Cemetery. Carlson said nothing has been done further has been done yet in 2009.

Carlson said that Public Service through an energy grant will do a lighting retrofit on the Complex and they are also doing the Town Hall. This will result in energy savings in the future.

At 8:20 Renee King Chairperson, came into the meeting to go through the Parks & Recreation budget.

4520 PARKS & RECREATION

Wages 1-4520-001

\$19,200

This includes wages for Camp Fremont. The program runs 6 weeks during July and August. In 2009 we had an average of 45 kids per week, or approximately 30 more kids a week than attended in 2008. We contribute this rise to distributing brochures to every student at Ellis School, opening before care to 7:30 am and a new pricing structure. Camp Fremont employs a Director, an Activities Director and 5-6 counselors. The Director is salaried with the Activities Director and counselors paid approximately 38 hrs a week plus an additional 17 hours for CPR training and in-service. The Director is responsible for interviewing and recommending all counselors, creating advertising brochures and press releases, preparing and updating all registration paperwork, tracking all purchases, creating the curriculum and preparing the final report. Wage Break down. Director \$5500. Activities Director \$11.50-\$12.50. Five-Seven Counselors \$8.50 to \$11.00.

This has been the best year thus far with income from the program, with \$18,000 in revenue to date. The program had a record number of attendees and had a sliding fee scale to make it more economical for families.

It was explained that the slight overage in expenditures for the wage line for 2009 was going to be transferred from the Town events line.

Summer Program 1-4520-002

\$3,950

This will include administration fees. Background checks \$450; First aid and CPR classes for staff \$250; Advertising/Brochures \$150; General Camp Administrative Supplies, printer cartridges, receipt books, walkie talkies and waterproof cases \$250; General supplies: Games \$200; Arts and Crafts \$350; T-Shirts \$700; Food \$300; Equipment \$500; and Speakers \$800.

The program is now printing brochures for all kids at Ellis School to take home, and they were also available at Town buildings for pickups. This also covers all of the supplies for the Program. Relative to expenditure date, the Summer Program portion of the budget is almost closed out for this year. There are still a few bills coming in.

The program now must do a more significant (and much more expensive) background check due to changes in the Law, and this additional cost is included.

Bus Rental Fees 1-4520-003

\$3,500

This includes bus rental for field trips. Field trips in 2009 were altered to accommodate shorter trips given the increase in cost of busses and fuel.

Field Maintenance 1-4520-004

\$15,600

Mowing and Labor 10 hrs week at \$15.00/hour (26 weeks) = \$3,900. Gravel and Loam = \$2,500. Fertilizer and grub treatment \$4,000. Appurtenances \$2,900 to include planned purchase of at least one set of foul poles. One field costs \$2,000 to outfit with commercial foul poles; and all three baseball diamonds need to be outfitted with poles in time. (We are searching for a better way around commercial

ones that may be cheaper.) Unanticipated vandalism, locksmiths, pumps etc. \$1,000. Septic pump out \$300. Tractor Maintenance \$1,000.

Administration 1-4520-008**\$ 530**

Parks Pass \$200; NH Parks and Recreation Association Membership \$30; Stamps, Copies, Printer Ink \$100; Employment Advertising \$200.

Town Events 1-4520-009**\$2,600**

This includes events open to the public IE: Spring Egg Hunt \$800; Halloween Event \$800; Memorial Day Parade \$500; and Holiday Tree Lighting and candy for the Safety Services annual Holiday Parade \$500.

Field Trips 1-4520-011**\$3,750**

This includes the cost of field trips for Camp Fremont. There are two planned trips per week, one of which is a trip to a State Park or State Beach (on the Parks Pass System).

Playgroup 1-4520-020**\$ 400**

Playgroup is for preschool children in Fremont. It is a place to meet and socialize with other parents and preschoolers here in Town. The program typically runs from September to June and is coordinated by a volunteer. Weekly meetings are held at the People's United Methodist Church on Main Street.

Electricity 1-4520-102**\$1,600**

Annual cost for the meters at the ball fields and concession stand.

TOTAL PARKS & RECREATION REQUEST \$51,130**Projected Revenue****\$20,250**

Income from Camp Fremont 45-55 Campers a week at average of \$75 each; and income from Concession stand rental @ \$500/annual from the FAA.

The Selectmen's meeting minutes from 09/10/09 are integrated into the text above, with additional information that was pertinent to each line item. There was also additional discussion included below:

King mentioned her desire for a Warrant Article for removal of Playground Capital Reserve Fund monies to purchase a piece of playground equipment for younger children. She was advised she needed to submit a couple of estimates for the equipment, and submit information (including a total dollar amount) for the Warrant Article as soon as possible. It was clarified that any request to remove funds from Capital Reserve Funds was required to be considered in its own special Warrant Article.

Discussion returned to the Parks & Recreation budget for 2010. St Germain moved to reduce wages to \$17,000, summer programs to \$2,700; field trips to \$3,000; bus rental to \$3,000 (later removed from the motion); electricity to \$1,400 basically using the framework of what had been actually spent in 2009. Gates seconded the motion for the purpose of discussion.

King said that more information on the overall program and the costs of busses and each field trip (and the quality of each field trip) would be available once the Camp Director's full rationale and program summary is completed. This will be helpful information for the Board and would be very helpful to the Budget Committee if available soon.

King outlined what the cuts would do to the program for 2010. There was no further discussion. The vote was St Germain - yes; Gates - no; Hunter - no, and the motion failed 2-1. Hunter said the overall budget is down and it is offset by increased revenues, and he was comfortable with it as presented.

Hunter then moved to recommend \$51,130 for the Parks and Recreation budget. This vote was 2-1 with St Germain voting no; Hunter and Gates voting yes.

TOTAL SELECTMEN'S RECOMMENDATION \$51,130

King said this budget is \$6,000 less than last year's default budget. In the wage line Camp Fremont is a 6 week program. Kohlhofer asked did they hire more counselors. King said if they have to, this year they had 40 to 45 kids a week enrolled. The difference was a six page brochure was given to every student at Ellis school to bring home and before and after care changed from 8:00 AM to 7:30 AM and that helped along with the sliding scale. They figured if someone attended all 6 weeks and this would help. Last year cost to the Town was \$17,000, and the cost this year is only \$5,900.00. They serviced 75 different kids this summer. This year each counselor averaged 35 hours a week and that background checks have to be done on each employee. Last year with enrollment down they sent counselors home to save costs. Kohlhofer asked what was included in the background checks. Carlson said fingerprinting had to be done along with the background check.

Kohlhofer asked with the \$3,000 increase in wages are you going up in the salary line. King said yes, they try to maintain the counselors to come back as they are college kids, by 25 or 50 cents per hour.

Nygren asked for a clarification in the sheets passed out on the number of hours the counselors work per week as they stated 38 hours per week and King said 35 hours per week. King read from her record that they work 36 ½ on average per week. Nygren also asked on the amount of counselors as the sheet said 5-6 in one stop and then 5-7 on the bottom. King said she thinks there are 6 counselors on average. She said the Director is very good at monitoring this and if the number of children in attendance doesn't warrant it, she has one go home. Nygren questioned how they could consider giving the counselors a raise when most of the Town employee's haven't got a raise in a couple of years and he didn't think this is justified. King feels this is an incentive to get them. Nygren feels there are plenty of people looking for jobs with the economy.

Leveille asked if the Director of the program is certified. King said no, but she oversees and plans all the activities and takes on a lot of responsibility and paper work. She is a physical education teacher. Leveille asked how many hours does she work. King said she works 40 plus hours. Leveille asked under Summer Program \$3950 what do the speakers do? King said they bring in reptile demonstrators, a falconer who does a presentation, etc. Leveille asked about the Playgroup 4520-020 and what does this line entail. King explained this is for preschool children to have a place to meet and socialize with others in Town. They have one field trip to Brentwood gym to do more activities where they have more space. Playgroup pays half and the parents pay half for this event.

Nygren while comparing budgets said last year you requested 4 counselors; this year now you are asking for 2 more. This is an increase of 2 to 3 people in staff. He states this is an 18% increase in wages. King stated in 2007 23 kids average enrolled, 2008 15 kids average enrolled and in 2009 42 kids average enrolled. King said they wanted to have the program at least carry 1/2 of the expenses to keep kids off the streets with working parents. This year they have definitely paid more than ½ of the expenses of the program. Pinkham stated they went from a 2 hour program, to a 4 hour program and to now a whole day.

Pinkham asked if the Parks and Recreation are doing anything for the 12 and 16 year olds. In the past Jon Benson had privately started with a group of parents every Saturday night and set up games sponsored by all volunteers. Pinkham thought maybe this should be revisited again by the Parks and Recreation Department and maybe do this program again. Leveille sees this age group all over Town at various hours hanging out and she has a concern for this and feels this is a good idea that needs to be investigated again.

St. Germain asked if the School offers any activities for that age group. Pinkham said no.

Kohlhofer thanked the Parks and Recreation Department for coming in tonight. King left the meeting at 9:00 PM.

Carlson then presented the Emergency Management budget.

4290 Emergency Management

001 Truck Repair & Maintenance \$ 200

Truck annual inspection; routine maintenance and fuel.

002 Training & Mileage \$ 400

Mileage reimbursement at (\$0.44/mile) for training and travel as needed. Includes allowance for use of personal vehicles during disasters. Line item covers seminars, workshops and training. Provide additional pamphlets for public information and education, POD updates disaster information.

003 Office Supplies \$ 200

Misc office supplies, work on updates to Emergency Plans annually; with phone lists and resource listings continually updated.

010 Communication \$ 1,450

Cell phone reimbursement for Department Heads at \$20 a month (only those not covered elsewhere); battery replacements for radios as needed. Purchase of a new portable if possible in 2010.

015 Equipment \$ 750

Supplies and equipment if an emergency shelter is set up; supplies for emergency kits, HAZMAT supplies and equipment. Shelving to be installed in second floor of Complex for storage and organization of safety service equipment and materials.

050 Generator Maintenance \$ 800

Batteries and maintenance for generators at the Town Hall and Safety Complex, includes allowance for repairs if needed. Use if needed for additional portable generator, or maintenance on Town's existing supply of portable units. Continued work on procurement of a generator setup for Ellis School, hoped to be the Town's emergency shelter at a future date.

100 Director Stipend \$ 1,200

Stipend established to compensation EMD for his/her time.

101 Personnel \$ 200

Provide assistance if a long-term emergency is in place. The ice storm of December 2008 taught many lessons, and gradual improvement and expansion of sheltering options are being investigated, as well as how to care for all of our emergency services personnel during the disaster times.

110 Equipment Rental \$ 750

Generators, water pumps, etc, if needed during an emergency (flood, winter storm)

112 Materials \$ 500

Allowance for gravel or barricades during a flood (or other weather) situation.

120 Meals \$ 450

Food and water for volunteers and such, who are assisting with extended emergency situations. The Fremont Food Pantry was of great assistance during the 2008 Ice Storm, and funds could be used to replenish Pantry supplies used during emergencies. It has also been discussed that having some supplemental water and other non-perishable staples readily available would help at fires or other extended operations.

Other background:

There are funds not yet expended in 2009, but a recent meeting between the Emergency Management Director, Deputy Emergency Management Director, and Town Administrator outlined several projects to be completed yet this year. One includes improving the kitchen facilities at the Safety Complex with the installation of an additional cabinet and counter-top space. The kitchen facilities are not large enough to do all the cooking and preparation for a large number of people on a continued basis, learned during the six day ice storm with power outage last December.

The laptop computer currently maintained by the EM Department needs some maintenance or repair work, as well as possibly a replacement power source. If repairs are found to be more costly than a replacement, this may also be considered, after consult with the Board of Selectmen.

The Town has in 2009 revised its Hazard Mitigation Plan with grant assistance; and written an updated Emergency Operations Plan, also grant-funded. The EOP had not been updated in nearly 30 years, and was a major undertaking this summer. These working documents will now aid safety services in addressing the next major event in Fremont. They also need to be “working documents” that are refreshed and updated with resource changes, staffing changes, etc. Training needs to take place as well.

Flu shots and H1N1 shots for the Town’s safety services was also a discussion item during the recent meeting. The H1N1 shots are proposed to be funded by the State of NH, but EM officials feel that flu shots for our first responders would also be a prudent undertaking. With now a paramedic on the Town’s Rescue roster (who is also the Deputy EMD); there are more possibilities at a lower cost for the Town.

The EM staff would also like to begin working on establishment of a volunteer base (CERT or the like); as well as auxiliary volunteers who would help out during major disasters, or even more simple, yet prolonged emergency operations, such as a structure fire, wildland fire, prolonged power outage, etc. Many communities have such people on a “call” list to be activated during a situation where food and beverages are needed for prolonged scene operations.

TOTAL REQUEST EMERGENCY MANAGEMENT \$6,900

Selectmen’s DRAFT minutes excerpt 09/17/09:

There was little discussion about this request. St Germain’s submitted notes indicated she was fine with it as submitted. Hunter moved to recommend \$6,900 for Emergency management. Gates seconded and the vote was unanimously approved 2-0.

TOTAL SELECTMEN’S RECOMMENDATION \$6,900

Carlson said this is unchanged and that some line items have been reallocated with the ice storm last year. Some larger things include working on a shelter arrangement, continuing to work on a plan for the generator at Ellis School and some Energy Committee initiatives. There is some reallocated communication money to buy portable radios. There is a new Deputy Emergency Management Director who was recently appointed, Joyce Booker Janvrin, and she is also a paramedic. She did a FEMA workshop last week. She is working on the shelter and is working on H1N1 inoculations for all safety workers.

Leveille stated that she was at the shelter during the ice storm for three days as a volunteer and she commended the Fire Department and Police Department. She said a lot of people just came in for water, meals and just a hot shower. Carlson said this is not a situation to have the complex as a shelter as it is difficult to have people sleep there. The School would be a better place, but the School needs a generator. Emergency Management Director Aaron Epstein is working on grants for getting a generator. There is still review ongoing with regard to the units the Town acquired for that purpose a few years ago. Carlson said a better long term plan needs to be in place.

4316 STREET LIGHTING**001 Public Service of NH****\$ 4,000**

Cost averages approximately \$345/month x 12 months for all street lights within the Town. Currently there 34 street lights in town, the majority of which are on Main Street. Other areas include Sandown Road, Danville Road, Beede Hill Road, Jackie Bernier Drive (at the Library), Riverside Drive and Scribner Road.

This includes some lights at the Cemetery / Meetinghouse for added visibility and safety.

TOTAL REQUEST \$4,000

Excerpt from Selectmen's DRAFT meeting minutes of 09/17/2009:

There was no discussion. St Germain's notes indicate she is all set as proposed. Hunter moved to recommend \$4,000 for Street Lighting. Gates seconded and the vote was unanimously approved 2-0.

TOTAL SELECTMEN'S RECOMMENDATION \$4,000

Carlson said that this figure has not changed and there are 34 street lights in Town.

Carlson will get a few budgets out and trending reports by email after the Selectmen review them for next meeting of the Budget Committee that will be on October 7, 2009 at 7:00 PM. Carlson also passed out a copy of the 2009 edition of the Basic Law of Budgeting that she received at a seminar put on by the Local Government Center.

A motion was made by Kohlhofer to adjourn the meeting at 9:15 PM. This was seconded by D'Eon. The vote was unanimous 7-0.

Respectfully submitted,

Jeanne Nygren
Recording Secretary